

CITY OF HOUSTON

FINANCE DEPARTMENT
Strategic Procurement Division

Annise D. Parker

Mayor

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September 9, 2015

Subject: Letter of Clarification No. 4
AUTOMOTIVE, CUMMINS REPLACEMENT PARTS AND REPAIR SERVICES
FOR THE FLEET MANAGEMENT DEPARTMENT

Reference: Invitation to Bid (ITB) No.: S40-S25517


To All Prospective Bidders:


This Letter of Clarification is issued for the following reason:

- To revise the above referenced solicitation as follows:
 1. To extend the bid opening date from Thursday, September 10, 2015 to Thursday, September 24, 2015.
 2. To replace pages 6 and 7 of the Invitation to Bid with revised September 9, 2015 pages 6 and 7.
 3. To delete in Section C, Articles 4.0, 5.0, and 6.0 on pages 9 - 11 in their entirety.
 4. To amend the e-bid document for line item advertisement.
- Due to the aforementioned change(s) to the e-bidding items you may need to edit your bid. To do so, please select the "Bid Number" and proceed accordingly.

This Letter of Clarification will be considered part of the solicitation referenced above. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Procurement Division and the applicable City Department(s).

Furthermore, it is the responsibility of each BIDDER to obtain any previous Letter(s) of Clarification associated with this solicitation.

Jeff Meekins 
Procurement Specialist
Strategic Procurement Division
(832) 393-8743


JM:DRH:jm

Council Members: Brenda Stardig Jerry Davis Ellen R. Cohen Dwight A. Boykins Dave Martin Richard Nguyen Oliver Pennington Edward Gonzalez
Robert Gallegos Mike Laster Larry V. Green Stephen C. Costello David W. Robinson Michael Kubosh C.O. "Brad" Bradford Jack Christie
Controller: Ronald C. Green

SECTION B.

CITY OF HOUSTON TECHNICAL SPECIFICATIONS FOR AUTOMOTIVE, CUMMINS REPLACEMENT PARTS AND REPAIR SERVICES FOR THE FLEET MANAGEMENT DEPARTMENT

ON THE E-BID, GROUPS 1 THROUGH 5 ON THE ELECTRONIC BID FORM WILL BE AWARDED TO ONE SUPPLIER.

1.0 OEM PARTS AND SERVICE:

The specifications call for genuine OEM Cummins replacement parts and genuine OEM Cummins reconditioned replacement parts and certified OEM Cummins technicians completing repair and warranty work.

2.0 VEHICLE STATUS REPORT

The supplier shall email a status report to the Fleet Operations Section of the Fleet Management Department, ATTN: Angyl Brown at angyl.brown@houstontx.gov or Lloyd Spevak at lloyd.spevak@houstontx.gov detailing the status of all vehicles in its possession twice weekly with report being submitted no later than 1:00PM on each Wednesday and Friday.

3.0 LIQUIDATED DAMAGES:

The parties acknowledge that suppliers failure to perform warranty repairs within five (5) working days of delivery of the vehicle by the City of Houston will cause damages to the City and that actual damages from such harm are difficult to estimate accurately. Therefore the supplier agrees that supplier shall be liable for and shall pay to the City the sum of \$50.00 per day for failure to complete warranty repairs within five working days as liquidated damages and not as a penalty. The charge will be deducted from future billing due to the supplier.

4.0 MEASUREMENTS:

The measurement(s) stated for these items are approximates. The City reserves the right to accept items that are similar in size, if in the City's judgment, the item bid fulfills the intended purpose.

5.0 PRICE ADJUSTMENT:

5.1 Direct Cost:

In this section means Supplier's cost from the manufacturer of any item or if Supplier is the manufacturer, the cost of raw materials required to manufacture the item, plus costs of transportation from manufacturer to Supplier and Supplier to the City.

5.2 Price Decreases:

5.2.1 If the Supplier's Direct Cost decreases at any time during the full term of this award, Supplier shall immediately pass the decrease on to the City and lower its prices by the amount of the decrease in Direct Cost.

5.2.2 Supplier shall notify the City Purchasing Agent of price decreases in the same way as for price increases set out below. The price decrease shall become effective upon City Purchasing Agent's receipt of Supplier's notice.

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